

# Cover Letter

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Dear Hiring Manager,

I'm writing to express to you my interest in the position you have open on your company application website. I am currently a postgraduate student at the University Of Galway pursuing the LLM in International & Comparative Business Law, previously a Corporate Attorney confident that my experience and skill set would be an excellent match for this position.

I attained strong industry specific knowledge in the administrative, legal and business sectors during my past 3 years of experience as an Attorney Associate with Intergreon Managed Solutions Inc. I was promoted to Attorney Associate after the managers witnessed my potential as an intern. Having showcased the ability to work well under pressure and coordinate in a team, while completing the work that was assigned to me, proved beneficial to my managers when steep deadlines were to be met. I am proficient in the English language both written and spoken having received a band score of 8 in my IELTS. My core skills include Accountability, Teamwork and Communication, Legal Research, Drafting, Contract review, Document review & general business operations.

I believe my previous experience in the Legal field has enveloped me with the correct attributes required for this position. Moreover, I display an exemplary ability to communicate and work with people both inside and outside the legal spheres. I have frequently been moved around several spears in the legal department, performing work that is varied and that may be somewhat difficult in character, but involves different levels of responsibility. Furthermore, I also possess knowledge and understanding of regulatory and legal frameworks, regulatory requirements, legislation, processes and procedures. There is additional depth to my ability and skills in my resume which I would appreciate you looking over.

I am positive that my experience and skill set would make me a great candidate for this position as well as a great asset to your company's workforce. Please feel free to contact me at your convenience. I look forward to hearing from you and appreciate your consideration for the same.

Sincerely,

Jonathan Miranda